

MONTHLY FINANCIAL REPORT FOR INDIVIDUAL(S) IN BUSINESS

Case No.

Report Month/Year _____

Debtor

GENERAL INSTRUCTIONS: This report is designed for individuals operating a business. It has two sections:

- SECTION 1 (UST Forms 12-17) is for reporting business operations only (excluding real estate), and
- SECTION 2 (UST Forms 21-24) is for reporting real estate and non-business activities.

Both sections and all UST forms must be completed. If you have questions about how to report your financial activities within the two sections of the report, please contact the Bankruptcy Analyst assigned to your case at (206) 553-2000. Replacement forms, if needed, are available at: http://www.usdoj.gov/ust/r18/s_lib00.htm

SECTION 1: BUSINESS OPERATIONS

This report includes:		Yes	No
UST-12	Comparative Balance Sheet , or debtor's balance sheet. If the debtor's balance sheet is used it <u>must include a breakdown of pre- and post-petition liabilities</u> . The breakdown may be provided in an attachment to the debtor's balance sheet.	<input type="checkbox"/>	<input type="checkbox"/>
UST-13	Comparative Income Statement , or debtor's income statement.	<input type="checkbox"/>	<input type="checkbox"/>
UST-14	Summary of Disbursements	<input type="checkbox"/>	<input type="checkbox"/>
UST-14 Continuation Sheets	Detailed Statement(s) of Cash Receipts and Disbursements A Continuation Sheet shall be completed for each bank account and shall include a copy of the monthly bank statement and a detailed list of receipts and disbursements for that account.	<input type="checkbox"/>	<input type="checkbox"/>
UST-15	Statement of Aged Receivables A detailed accounting of aged receivables shall be provided on, or in an attachment to, UST-15.	<input type="checkbox"/>	<input type="checkbox"/>
UST-16	Statement of Aged Post-Petition Payables A detailed accounting of aged post-petition payables shall be provided on, or in an attachment to, UST-16.	<input type="checkbox"/>	<input type="checkbox"/>
UST-17	Other Business Disclosures	<input type="checkbox"/>	<input type="checkbox"/>

SECTION 2: REAL ESTATE AND NON-BUSINESS ACTIVITIES

This report includes:		Yes	No
UST-21	Statement of Financial Condition Use UST-21 to report real estate and non-business assets & liabilities not reported in SECTION 1. This would include your residence, rental real estate, personal accounts and investments vehicles, and any personal liabilities such as mortgages, credit card accounts and personal guarantees.	<input type="checkbox"/>	<input type="checkbox"/>
UST-22	Summary of Real Estate Cash Flow	<input type="checkbox"/>	<input type="checkbox"/>
UST-22 Continuation Sheets	Detail of Real Estate Cash Flow Attach a copy of the monthly bank statement for each relevant bank account. For any real property sold during the reporting month, attach a copy of the escrow statement.	<input type="checkbox"/>	<input type="checkbox"/>
UST-23	Summary of Non-Business Financial Activity	<input type="checkbox"/>	<input type="checkbox"/>
UST-23 Continuation Sheets	Detail of Non-Business Financial Activity A Continuation Sheet shall be completed for each personal account and shall include a copy of the monthly bank statement and supporting documents as described in the instructions.	<input type="checkbox"/>	<input type="checkbox"/>
UST-24	Other Financial Disclosures If any non-business assets were sold or transferred during the reporting month, attach a copy of the escrow closing statement or similar documentation that shows the gross sale proceeds, deductions from the gross proceeds, and net funds paid to the estate. For any modification or renewal of insurance coverage, include a copy of the current certificate of insurance.	<input type="checkbox"/>	<input type="checkbox"/>

DEBTOR'S CERTIFICATION

For purposes of calculating my obligation under 28 U.S.C. 1130(a)(6) to pay a quarterly fee to the United States Trustee, my disbursement total for this month is:

Disbursements from Business Operations per UST-14 (page 6)	1. _____
Real Estate Expenditures & Sales per UST-22 (page 12)	2. _____
Proceeds Disbursed from Sale of Non-Business Assets per UST-24 Question 2.1 (page 14)	3. _____
Other Disbursements UST-24 Question 2.6 (page 15)	4. _____
Total Disbursements This Month	_____

I certify under penalty of perjury that the information contained in this monthly financial report is complete, true, and accurate to the best of my knowledge, information, and belief. (NOTE: The debtor, or trustee if appointed, must sign this report. Debtor's counsel may not sign the report for the debtor.)

Signature(s): _____  Date: _____
 _____  _____

Debtor

Case Number ➞

Report Mo/Yr ➞

UST-12, COMPARATIVE BALANCE SHEET - BUSINESS ONLY

INSTRUCTIONS: Include only business-related assets and liabilities on this balance sheet. The debtor's real estate and non-business activities will be reported in **SECTION 2** (page 11).

As of month ending ➞			
BUSINESS ASSETS			
Current Assets			
Cash			
Cash held by third party (attorney or escrow)			
Accounts Receivable (net)			
Notes Receivable			
Inventory			
Prepaid Expenses			
Other (attach list)			
Total Current Assets			
Fixed Assets			
Real Property/Buildings			
Equipment			
Accumulated Depreciation			
Total Fixed Assets			
Other Assets (attach list)			
TOTAL BUSINESS ASSETS			
BUSINESS LIABILITIES			
Post-Petition Liabilities			
Taxes Payable			
Other Accounts Payables			
Notes Payable			
Rents, Leases & Mortgages Payable			
Accrued Interest			
Other (specify)			
Total Post-Petition Liabilities			

(continued on next page)

Debtor

Case Number



Report Mo/Yr



UST-12, COMPARATIVE BALANCE SHEET- BUSINESS ONLY

As of month ending ➡			
Pre-Petition Liabilities			
Unsecured Debt			
Priority Debt:			
Taxes			
Wages			
Deposits			
Other			
Notes Payable (Secured Debt)			
Total Pre-Petition Liabilities			
TOTAL BUSINESS LIABILITIES			
BUSINESS NET WORTH (TOTAL ASSETS MINUS TOTAL LIABILITIES)			

Footnotes to balance sheet:

Debtor

Case Number ➞

Report Mo/Yr ➞

UST-13, COMPARATIVE INCOME STATEMENT - BUSINESS ONLY

For the month of ➞			
GROSS SALES			
Less: Returns and Allowances			
Net Sales			
Cost of Sales: Beginning Inventory Add: Purchases Less: Ending Inventory Cost of Goods Sold			
GROSS MARGIN			
Other Operating Expenses:			
Officers' Salaries			
Other Salaries/Direct Labor			
Employee Benefits/Payroll Taxes			
Insurance			
Rent			
General and Administrative			
NET OPERATING PROFIT (LOSS)			
Add: Other Income			
Less: Interest Expense			
Other Adjustments to Income (Explain)			
Gain (Loss) on Sale of Assets			
Net Profit (Loss) Before Taxes			
Income Taxes			
NET PROFIT (LOSS)			

Notes:

Debtor

Case Number →

Report Mo/Yr →

UST-14, SUMMARY OF DISBURSEMENTS - BUSINESS ONLY

INSTRUCTIONS: Before completing this page, prepare a UST-14 CONTINUATION SHEET (next page) for each business account. The disbursement total from each CONTINUATION SHEET will be used to complete this SUMMARY OF DISBURSEMENTS.

The term "disbursements" means all payments made for the benefit of the bankruptcy estate, regardless of whether the debtor or another party on behalf of the debtor made the payments. "Disbursements" includes payments by check or cash for cost of goods sold, equipment purchases, payroll and payroll-related taxes and expenses, leases, other operating costs, and debt reduction. It also includes payments made pursuant to joint check arrangements and those resulting from a sale or liquidation of the debtor's assets. The only transactions normally excluded from "disbursements" are transfers from one account to another within the same reporting month.

If you have questions about how to compute your disbursement total, call the Bankruptcy Analyst assigned to your case at (206) 553-2000.

DISBURSEMENTS FROM BUSINESS OPERATIONS

Total disbursements from Continuation Sheet(s)	
Cash payments not included in total above (if any)	
Disbursements made by another party for the debtor (if any, explain)	
TOTAL DISBURSEMENTS	
	<p>*** IMPORTANT *** Transfer the disbursement total above to Line 1 of Debtor's Certification - Cover Sheet (page 2)</p>

(UST-14 CONTINUATION SHEETS, with attachments, should follow this page.)

Debtor

Case Number ➞

Report Mo/Yr ➞

**UST-14, CONTINUATION SHEET
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**

INSTRUCTIONS: Prepare a CONTINUATION SHEET for each bank account and attach supporting documents as indicated on the checklist below.

Depository (bank) name ➞ Account number ➞																	
Purpose of this account (select one): <input type="checkbox"/> Business general account <input type="checkbox"/> Business payroll account <input type="checkbox"/> Business tax deposit account (payroll, sales, gambling, or other taxes) <input type="checkbox"/> Other (explain) _____																	
Beginning cash balance																	
Add:	Transfers in from other estate bank accounts																
	Cash receipts deposited to this account																
	Financing or other loaned funds (identify source)																
Total cash available this month																	
Subtract:	Transfers out to other estate bank accounts																
	Cash disbursements from this account (total checks written plus cash withdrawals, if any)																
Adjustments, if any (explain)																	
Ending cash balance																	
<p>IMPORTANT: Attach the following supporting documents:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th></th> <th style="text-align: center;">Yes</th> <th style="text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td>• A monthly bank statement (or trust account statement);</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>• A detailed list of receipts for that account (deposit log or receipts journal);</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>• A detailed list of disbursements for that account (check register or disbursement journal); and,</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>• If applicable, a detailed list of funds received and/or disbursed by another party for the debtor.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>				Yes	No	• A monthly bank statement (or trust account statement);	<input type="checkbox"/>	<input type="checkbox"/>	• A detailed list of receipts for that account (deposit log or receipts journal);	<input type="checkbox"/>	<input type="checkbox"/>	• A detailed list of disbursements for that account (check register or disbursement journal); and,	<input type="checkbox"/>	<input type="checkbox"/>	• If applicable, a detailed list of funds received and/or disbursed by another party for the debtor.	<input type="checkbox"/>	<input type="checkbox"/>
	Yes	No															
• A monthly bank statement (or trust account statement);	<input type="checkbox"/>	<input type="checkbox"/>															
• A detailed list of receipts for that account (deposit log or receipts journal);	<input type="checkbox"/>	<input type="checkbox"/>															
• A detailed list of disbursements for that account (check register or disbursement journal); and,	<input type="checkbox"/>	<input type="checkbox"/>															
• If applicable, a detailed list of funds received and/or disbursed by another party for the debtor.	<input type="checkbox"/>	<input type="checkbox"/>															

UST-14 CONTINUATION SHEET, Number _____ of _____

Debtor

Case Number



Report Mo/Yr

**UST-15, STATEMENT OF AGED RECEIVABLES - BUSINESS ONLY****ACCOUNTS RECEIVABLE AGING**

	Balance at month end	Current portion	Past due 31-60 days	Past due 61-90 days	Past due over 90 days	Uncollectible receivables
Pre-petition receivables						
Pre-petition receivables						
TOTALS						

Explain what efforts the debtor made during this reporting month to collect receivables over 60 days past due.

ACCOUNTS RECEIVABLE RECONCILIATION

Closing balance from prior month	
New accounts receivable added this month	
Subtotal	
Less accounts receivable collected	
Closing balance for current month	

Debtor

Case Number



Report Mo/Yr



**UST-16, STATEMENT OF POST-PETITION PAYABLES - BUSINESS ONLY
PART A - TAXES**

RECONCILIATION OF UNPAID (CURRENT & DELINQUENT) POST-PETITION TAXES

Type of tax	(1) Unpaid post-petition taxes from prior reporting month	(2) Post-petition taxes accrued this month (new obligations)	(3) Post-petition tax payments made this reporting month	(4) Unpaid post-petition taxes at end of reporting month (Column 1+2-3 = 4)
Federal Taxes				
Employee withholding taxes				
FICA/Medicare--Employee				
FICA/Medicare--Employer				
Unemployment				
State Taxes				
Dept. of Revenue				
Dept. of Labor & Industries				
Empl. Security Dept.				
Other Taxes				
Local city/county				
Gambling				
Personal property				
Real property				
Other				
Total Unpaid Post-Petition Taxes				\$

DELINQUENT TAX REPORTS AND TAX PAYMENTS

Taxing agency & type	Tax reporting period	Report due date	Payment due date	Amount due
Explain the reason for any delinquent tax reports or tax payments:				

Debtor

Case Number



Report Mo/Yr



UST-16, STATEMENT OF POST-PETITION PAYABLES - BUSINESS ONLY
PART B - OTHER PAYABLES

RECONCILIATION OF POST-PETITION PAYABLES (exclude taxes and professional fees)

Closing balance from prior month	
New payables added this month	
Subtotal	
Less payments made this month	
Closing balance for this reporting month	\$

BREAKDOWN OF CLOSING BALANCE BY AGE

Current portion	
Past due 1-30 days	
Past due 31-60 days	
Past due 61-90 days	
Past due over 90 days	
Total	\$

For accounts payable more than 30 days past due, explain why payment has not been made:

DELINQUENT POST-PETITION PAYABLES

Instructions: Exclude taxes reported in Part A and estimated professional fees (which will be reported later in SECTION 2). List each post-petition payable delinquent more than 30 days and attach additional sheets if necessary.

Vendor name	Invoice date	Invoice amount	Payment due date

Debtor

Case Number ➞

Report Mo/Yr ➞

UST-17, STATEMENT OF OPERATIONS - BUSINESS ONLY**QUESTION 1.1 - SALE OF BUSINESS ASSETS OUT OF THE ORDINARY COURSE**

Did you, or another party on your behalf, sell, transfer, or otherwise dispose of any business assets during the reporting month? Exclude the sale of inventory in the ordinary course and the sale of real property held for investment (to be reported in **SECTION 2**). **If yes, list the items.** Yes ☐ No ☐

Asset Description	Gross sale amount	Net sale proceeds	Proceeds disbursed (gross minus net)	Location of net proceeds
1.				
2.				
3.				
4.				
5.				
Totals				

QUESTION 1.2 - BUSINESS FINANCING During the reporting month, did the business receive funds from any outside funding source? **If yes, list each receipt here.** Yes ☐ No ☐

Date of Court Approval	Amount	Source of Funds	Date Received
Total			

QUESTION 1.3 - PERSONAL WITHDRAWALS FROM THE BUSINESS Did you withdraw funds from the business during this reporting month for your personal expenditures? Yes ☐ No ☐
If "Yes", list each withdrawal.

Payee's name	Nature of payment (wages, salary, draw, or other purpose)	Payment date	Payment amount

QUESTION 1.4 - PERSONNEL CHANGES Complete the following:

	Full-time	Part-time
Number of employees at beginning of month		
Employees added		
Employees resigned/terminated		
Number employees at end of month		
Gross Monthly Payroll and Taxes	\$	

Debtor

Case Number ➞

Report Mo/Yr ➞

SECTION 2: REAL ESTATE AND NON-BUSINESS ACTIVITIES

UST- 21 STATEMENT OF FINANCIAL CONDITION

INSTRUCTIONS: This personal "balance sheet" is not intended to follow standard accounting principles. For funds held in financial institutions or brokerages, show market value at month-end. For other assets, show the value listed on Schedule A & B of your bankruptcy petition, or use the current value. Attach any footnotes or explanations to this page. Do not include any business assets or liabilities reported in **SECTION 1** (page 3)

As of month ending ➞			
ASSETS			
Cash			
Checking Account(s)			
Savings Account(s)			
Investment/Brokerage Account(s)			
IRA/Retirement Account(s)			
Cash held by 3rd Party (Attorney or Escrow)			
Remaining Personal Property (per Schedule B but <u>excluding</u> all accounts listed above)			
Real Property (Schedule A)			
1.			
2.			
3.			
(List any sales on UST 24 - Part A) Attach additional pages as needed			
Other Assets (list all assets not included above, including assets acquired postpetition, if any)			
TOTAL ASSETS			
LIABILITIES			
Pre-petition Liabilities			
Secured Debt (Schedule D)			
Priority Unsecured Debt (Schedule E)			
Unsecured Debt (Schedule F)			
Total Pre-petition Liabilities			
Post-petition Liabilities			
Mortgage/Rent Payments Due			
Other Secured Debt			
Unpaid Real Property Taxes			
Other Unpaid Taxes (specify)			
Other Unpaid Debts (specify)			
Total Post-petition Liabilities			
TOTAL LIABILITIES			
NET WORTH (TOTAL ASSETS MINUS TOTAL LIABILITIES)			

Debtor

Case Number →

Report Mo/Yr →

UST-22, SUMMARY OF REAL ESTATE CASH FLOW**RECEIPTS AND EXPENDITURES FOR REAL PROPERTY HELD FOR INVESTMENT**

Instructions: Before completing this page, prepare a **UST-22 CONTINUATION SHEET** (next page) to report receipts and expenditures for each property held for investment. Once done, use this page to summarize the receipts and expenditures for all properties and to compute net cash inflow (or outflow).

Total Gross Receipts		
Minus Total Cash Expenditures	-	<p>*** IMPORTANT ***</p> <p>Transfer the expenditure total (at left) to Line 2 of Debtor's Certification - Cover Sheet (page 2).</p>
Net Cash Inflow (Outflow)		

SALES OF REAL PROPERTY HELD FOR INVESTMENT

Instructions: Complete the information requested below for each sale of investment property that closed during the reporting month. You must also attach a copy of the escrow statement or similar supporting documents showing the gross sale amount, all payouts made pursuant to the sale (to creditors, real estate agents, etc.), and the net sale proceeds received by the estate.

Property Description & Location	(a) Gross sale amount	(b) Net sale proceeds	Disbursements & payoffs from sale (a) - (b)	Location of net proceeds* (Bank & Acct #)
1.				
2.				
3.				
4.				
Totals				

*NOTE: All proceeds should be deposited into collateralized bank accounts. Please contact the Analyst assigned to your case to verify that the U.S. Trustee has received a collateralization certificate for the account holding these funds.

(UST-22 CONTINUATION SHEETS, with attachments, should follow this page.)

Debtor

Case Number



Report Mo/Yr



**UST-22, REAL ESTATE CASH FLOW
CONTINUATION SHEET**

INSTRUCTIONS: Complete the following statement detailing the cash flow for each parcel of real property held for investment purposes. Exclude your primary residence. When reporting expenditures, do not include depreciation or other non-cash expenses. Copy this page if needed to report additional properties and attach a copy of the monthly bank statement for all relevant accounts.

Description and/or location of real property	(a)	(b)	(c)	
Bank name/account number (attach bank statements)				
Gross Rents or Receipts				TOTAL (a) through (c) **
Cash Expenditures				
Mortgage Payment (P&I)				
Insurance				
Property Taxes				
Other Expenses				
Maintenance & Repairs				
Management Fees				
Cleaning & Supplies				
Utilities				
Other (specify)				
Total Cash Expenditures				**
NET CASH INFLOW (OUTFLOW)				**
If this property was sold or foreclosed during this reporting month, enter the date here.				

**Transfer these page totals to the Summary on page 12.

Attach additional copies of this page as needed

UST-22 Continuation Sheet

Debtor

Case Number ➞

Report Mo/Yr ➞

UST-23, SUMMARY OF NON-BUSINESS FINANCIAL ACTIVITY

INSTRUCTIONS: Use this SECTION to report non-business receipts and expenditures not otherwise reported on **UST-13** and **UST-14** (pages 5 & 6), or on **UST-22** (page 11).

RECEIPTS	Gross Amount	Net Amount
Wages, Salary or Draws		
Social security, pension, or 401k distributions		
Collection of personal debt or note payable (specify source)		
Loan or other financing proceeds (specify source)		
Proceeds from sale of personal property		
Other (explain)		
TOTAL RECEIPTS		
EXPENDITURES		
Mortgage or rental payment		
Real property taxes		
Real property insurance (if not included in mortgage payment)		
Utilities		
Home maintenance and repairs		
Installment payments (vehicles, boats, etc.)		
Food & clothing		
Entertainment		
Alimony, child support, etc.		
Gambling		
Other		
TOTAL EXPENDITURES		

Notes:

Debtor

Case Number ➞

Report Mo/Yr ➞

UST-23, NON-BUSINESS FINANCIAL ACCOUNT DETAIL

INSTRUCTIONS: Prepare a UST-23 for each non-business financial or brokerage account and attach a copy of the monthly statement (or most recent quarterly statement if a monthly statement not available for that account).

Depository (bank) name ➞ Account number ➞		
Type of account: <input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Investment/brokerage <input type="checkbox"/> IRA/retirement <input type="checkbox"/> Funds held in attorney's trust account <input type="checkbox"/> Other (explain) _____		
Beginning cash balance		
Add:	Transfers in from other accounts	
	Loan or financing proceeds deposited to this account (identify source)	
	Other receipts deposited to this account	
Total cash available this month		
Subtract:	Transfers out to other accounts	
	Payments from this account (all checks written for the month plus cash withdrawals, if any)	
Adjustments, if any (explain)		
Ending cash balance		
IMPORTANT: Attach the following supporting documents:		
	Yes	No
• A monthly bank statement (or attorney's trust account statement);	<input type="checkbox"/>	<input type="checkbox"/>
• If applicable, a detailed statement of funds received or disbursed by another party for the debtor.	<input type="checkbox"/>	<input type="checkbox"/>

UST-23 FINANCIAL ACCOUNT DETAIL, Number ____ of ____

Debtor

Case Number ➞

Report Mo/Yr ➞

UST-24, OTHER FINANCIAL DISCLOSURES**QUESTION 2.1 - SALE OR DISPOSITION OF NON-BUSINESS ASSETS**

Excluding sales of business assets reported on **UST-17** (page 10), and sales of investment properties reported on **UST-22** (page 12), did you sell, transfer, or otherwise dispose of any estate asset during this reporting month (exclude the sale of any single item of personal property with a value of \$100 or less). Yes ☐ No ☐

If yes, list the items.

(1) Property Description	(2) Gross sale amount	(3) Net sale proceeds	(4) Proceeds disbursed (col. 2 minus col. 3)	(5) Location of net proceeds
1.				
2.				
3.				
4.				
Totals				

*If your residence was sold, attach a copy of the closing or escrow statement

***** IMPORTANT *****

Transfer the total in column 4 to Line 3 of Debtor's Certification - Cover Sheet (page 2).

**THE QUESTIONS BELOW APPLY TO ALL ASPECTS OF THIS CASE
(business operations and real estate and non-business operations)**

QUESTION 2.2 - INSURANCE RENEWALS & CHANGES

Did you renew, modify, or replace any insurance policy during this reporting month (business, real estate, or non-business)? Yes ☐ No ☐

If yes, summarize & attach each policy renewal or change.

Provider	New Premium	Is this a renewal, modification, or replacement policy?

Were any insurance policies canceled or otherwise terminated for any reason during the reporting month? Yes ☐ No ☐

If yes, explain.

Provider	Date of Cancellation	Reason for Cancellation

Debtor

Case Number



Report Mo/Yr

**QUESTION 2.3 - POST-PETITION PAYMENTS TO ATTORNEYS AND OTHER PROFESSIONALS**

Did you, or someone on your behalf, make any payments during this reporting month to a professional such as an attorney, accountant, realtor, appraiser, auctioneer, business consultant, or other professional person?

(Requires court approval.) If "Yes", list each payment.

Yes ☐ No ☐

Professional's name	Type of work performed	Payment date	Payment amount	Date of court approval

QUESTION 2.4 - UNPAID POST-PETITION ATTORNEY AND OTHER PROFESSIONAL FEES & EXPENSES

What is the amount of unpaid post-petition professional fees and expenses owing at month end? Do not include amounts billed for pre-petition services. If month-end billing statements are not available, use the best information available to estimate the fees and costs.

Type of professional	Amount of retainer (if applicable)	Fees and expenses from prior months	Fees and expenses added this month	Total estimated fees and expenses at month end
Debtor's counsel				
Debtor's accountant (if any)				
Special Counsel (if any)				
Other professional (explain)				
Total estimated post-petition professional fees and costs				\$

QUESTION 2.5 - PAYMENTS ON PRE-PETITION UNSECURED DEBT (requires court approval)

Did you, or another party on your behalf, make any payments during this reporting month on pre-petition unsecured debt? If "Yes", list each payment.

Yes ☐ No ☐

Payee's name	Nature of payment	Payment date	Payment amount	Date of court approval

QUESTION 2.6 - OTHER DISBURSEMENTS Were any disbursements made on behalf of the debtor* or by the debtor that are not reported elsewhere on this report?

Yes ☐ No ☐

*Example: Rent payment made by a tenant directly to a creditor

Purpose?	Amount \$ _____
Who paid this?	Recipient?
*** IMPORTANT *** Transfer this to <u>Line 4</u> of Debtor's Certification - Cover Sheet (page 2).	

Attach additional copies of this page as needed

Debtor

Case Number ➞

Report Mo/Yr ➞

QUESTION 2.6 - SIGNIFICANT EVENTS & CASE PROGRESS Explain any significant new developments during the reporting month and your progress toward filing a plan of reorganization.

WHERE TO FILE YOUR MONTHLY FINANCIAL REPORT: Local Bankruptcy Rule 2015-2(a) requires the debtor to file its monthly financial report with the U.S. Bankruptcy Court, and to serve copies of such report on the U.S. Trustee, and on each member of any committees elected or appointed pursuant to the Bankruptcy Code and to their authorized agents.

FILE THE **ORIGINAL** (SELECT ONE):

For a case filed in Seattle, WA:
United States Bankruptcy Court
315 Park Place Building
1200 Sixth Avenue
Seattle, WA 98101

For a case filed in Tacoma, WA:
United States Bankruptcy Court
1717 Pacific Avenue, Suite 2100
Tacoma, WA 98402

SERVE A **COPY** TO EACH OF THE FOLLOWING:

Office of the United States Trustee
1200 6th Avenue, Suite 600
Seattle, WA 98101-3100

If applicable, each member of any committees elected or appointed, and to their authorized agents.

Debtor's counsel.

**28 U.S.C. § 1930(a)(6)
STATUTORY FEE SCHEDULE**

If the debtor's disbursements for the calendar quarter are within these amounts. . . **Then the quarterly fee due is. . .**

From	To	
-0-	\$14,999.99	\$250
\$15,000	\$74,999.99	\$500
\$75,000	\$149,999.99	\$750
\$150,000	\$224,999.99	\$1,250
\$225,000	\$299,999.99	\$1,500
\$300,000	\$999,999.99	\$3,750
\$1,000,000	\$1,999,999.99	\$5,000
\$2,000,000	\$2,999,999.99	\$7,500
\$3,000,000	\$4,999,999.99	\$8,000
\$5,000,000 and above		\$10,000

A fee payment is due each April 30, July 31, October 31, and January 31 for the prior calendar quarter, or portion thereof your case was in Chapter 11. For more information on fees, visit our website at:

www.usdoj.gov/ust/r18/s_lib00.htm